

LEDBURY TOWN COUNCIL

**MINUTES OF AN EXTRAORDINARY MEETING OF THE RESOURCES
COMMITTEE HELD 24 NOVEMBER 2020 VIA VIRTUAL MEANS**

PRESENT: Councillors Bannister, Eakin, Harvey, Knight, Morris and Vesma
(Town Mayor and Chair)

ALSO PRESENT: Angie Price – Town Clerk

R94. APOLOGIES

None received

R95. DECLARATIONS OF INTEREST

No declarations of interest were received.

**R96. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINTUES
OF AN EXTRAORDINARY MEETING OF THE RESOURCES
COMMITTEE HELD ON 3 SEPTEMBER 2020**

RESOLVED:

That the minutes of the meeting of the Resources Committee held on 3 September be approved and signed as a correct record.

R97. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, in the public interest the press and public were excluded from the remainder of the meeting.

R98. OPERATIONAL/STAFF REVIEW

Members were provided with a copy of the Staff/Organisational Review report and an additional report from the Clerk.

Members were requested to take into consideration that since the report was first drafted there had been a number of changes in respect of staffing.

After considerable discussion in respect of both reports and options provided within and it was felt that this needed considerably more concepts and options prior to any one option being agreed on.

RESOLVED:

1. That the Clerk undertake an analysis and costing out of different roles as suggested and provide the various options discussed and that these be submitted to a meeting of the Resources Committee scheduled for 7 January 2020.
2. That Members of the Resources Committee provide any suggestions for consideration to the Clerk no later than Monday, 21 December 2020.
3. That the Resources Meeting scheduled for 7 January 2020 should be a meeting of Committee Chairs only with no substitutes.
4. That the summary and action plan provided on pages 45 and 46 of the Staff/Organisational Review be provided to all other Councillors.
5. That Members consider using the review as an opportunity to review the Council's committee structure
6. That the Clerk provide a draft job description for the Deputy Town Clerk at the meeting of the Resources Committee scheduled for 7 January 2020, with a view to commencing the recruitment early in 2021.

R99. DATE OF NEXT MEETING

To note that the next meeting of the Resources Committee is scheduled for 7 January 2020

The meeting ended at 8.15 pm.

Signed

Dated